



MEMORANDUM

To: City of Chicago and Planning Liaisons
From: CMAP Staff
Date: May 22, 2013 revised August 5, 2014 revised 12/5/14
Re: Advance Construction

Advance Construction and the TIP

Advance Construction (AC) is a cash flow technique used by IDOT. When a project is placed in AC status, the FHWA has authorized the project to move forward with state appropriation (or other non-federal means) with the option to seek reimbursement of federal funds at a later point. The project is federally eligible and has met all federal requirements – but will move forward using state funds (or other non-federal means) to be accomplished with a conversion to federal funds in the future. It also means that the project phase should be authorized within the TIP.

When a project is in AC status it must be represented in the TIP to show an anticipated use of a specific fund source. Each federal fund source in the TIP has a counterpart fund source with the same acronym, followed by ‘-AC’. If a project is using local STP funds (STP-L) but is converted to AC status, the fund source should be changed to STP-L-AC and authorized in the TIP using the authorization date field in the Project Dates menu. If you have not received notification of the authorization date and funding amounts, the date of the e-mail and the programmed funding should be used. When a project is converted from AC status the fund source should be changed to the regular fund source without the ‘-AC’ after it; STP-L, in the example and the federal fiscal year should be changed to the federal fiscal year of the conversion. No changes to Projects Dates are needed at this time. In this example, you receive an AC notification on April 8, 2014 converting a project phase to STP-L-AC in FFY14 in the TIP. When you receive the notification, you should change the fund source to STP-L-AC, save the change, then enter 4/8/14 and the programmed total and federal funds into the authorization date row under the Project Dates menu. On January 16, 2015, you receive an e-mail stating that the project was converted to non-AC status. You should change the fund source in the TIP to STP-L and change the federal fiscal year to FFY15. When making a TIP change to place a line item in –AC or to covert from –AC, you should add section number, state job number and federal project number to the line item.

In the TIP, the ‘-AC’ fund sources will be subject to the normal amendment processes. In other words, changes made to an ‘-AC’ project will be processed the same as non ‘-AC’ projects. The

only difference, in terms of the TIP, is that when a project has an ‘-AC’ fund source, it will not be checked against fiscal constraint. When the project is converted from ‘-AC’ status to regular funding, it will be checked against the fiscal constraint but an amendment will not be processed.

IDOT will notify you via email when a project is converted to/from AC status and at the bottom of the email there will be a link stating ‘click here to confirm’. After the TIP change is made in the TIP database, that link should be selected. An email to IDOT and FHWA will auto generate and notify them that the change is processed in the TIP database.

Who receives the notifications?

The notifications are sent to you based on the first two numbers of the TIP ID. IDOT District 1 programming (Brian Carlson), IDOT District 1 Bureau of Local Roads (Chad Riddle), and CMAP Staff (Holly Ostidick & Russell Pietrowiak) receive all of the notification emails. The PL will be responsible for changing the TIP when the fund source is CMAQ, STP-L; BRR; SR2S, STP-C (STR), TAP; HPP (sections 112, 115, 117, 125, 129), STP-E, and HSIP (if a local project). IDOT District 1 programming is responsible for making the change to IDOT sponsored projects –you will still receive those emails and reminders but no action is required on the part of the PL. At this time, there is no way to notify the counties directly if one of their projects is put into AC status. The PL will be responsible for making those changes and notifying the county of the change. If you are unsure of who should make the change, contact [Holly Ostidick](#) or [Russell Pietrowiak](#).

For projects in the Kane/Kendall Council and the Will Council, IDOT District 3 will also be notified.

How can the PL tell which line item(s) should be converted?

If you entered the line item identifiers (state job number and/or federal project number) in the TIP previously using the PPI form or Local Agency Agreement, you can match the line item utilizing those numbers. Otherwise, to determine the phase, use the first letter in the state job number:

P= PHI

D= PHII

R= ROW

C= Construction

The Federal project number can be used to identify the fund source:

Federal Project # TIP Fund Code:

CMM CMAQ

CMF CMAQ

CMI CMAQ

CM CMAQ

M STP. The M code can be any of the following: STP-L, STP-C, STP-U or BRR in the TIP

RS STP-R

BRS BRR

BROS BRR

BHM BRR

TE STP-E/TAP-S

HSIP	HSIP
HPP	HPP
NHPP	NHPP
NRT	RECTP
SRTS	SRTS/TAP-S
HPD	HPP21
NHF	NHS

Will a project being AC'd hold up project completion?

No, it does not. Advance construction allows a project to be included on a letting and awarded using non-federal funds and IDOT can then seek participation by FHWA at a later date.

When will a project be checked against fiscal constraint in the TIP?

Given that an AC'd project does not count against federal balances it will not be checked against fiscal constraint until the conversion occurs from AC status to regular status.

Conversely – it is also in your best interest to open up as much fiscal constraint as possible. In other words, process conversions to AC status before moving projects off AC status.

What if the project is not-exempt or exempt tested and needs to go through conformity?

Conformity rules apply regardless of fund source. If you enter a new project with an '-AC' fund source or a regular fund source and a not-exempt work type, it will be subject to conformity analysis. Converting a project to or from AC status does not affect the conformity status of a project.

What if I make a change while I'm converting the fund source?

If it is necessary to update the location, or work type, of funding levels – it will still trigger an amendment if the change made (other than changing between an '-AC' fund source) exceeds amendment thresholds. It is recommended that if you are changing the fund source to/from '-AC' you make that change and select save before completing any other changes.

How does this affect my STP Program?

It doesn't – keep managing your fiscally constrained program how you have been.